

## Register and privacy statement for experts by experience

PRIVACY STATEMENT/REGISTERED INFORMATION 11 August 2023

### 1 DATA CONTROLLER

**Name:**

Joint Authority of the Helsinki and Uusimaa Hospital District

**Address:**

Joint Authority of the Helsinki and Uusimaa Hospital District,  
Stenbäckinkatu 9, Helsinki  
P.O. Box 100, 00029 HUS

**Contact details:**

Switchboard: 09 4711

Telefax of the registry: 09 471 75500

Registry email [keskuskirjaamo@hus.fi](mailto:keskuskirjaamo@hus.fi) Mail address: HUS Central Registry, P.O. Box 200,  
00029 HUS

### 2 PERSON RESPONSIBLE FOR THE REGISTER

Chief Nursing Executive

### 3 CONTACT INFORMATION OF THE DATA PROTECTOR

Mailing address:

HUS Central Registry

P.O. Box 200, 00029 HUS

Email:

[eutietosuoja@hus.fi](mailto:eutietosuoja@hus.fi)

### 4 CONTACT DETAILS RELATED TO REGISTER

Development Manager, customer participation. Nursing management.

## **5 THE PURPOSE OF PROCESSING PERSONAL DATA**

The register of experts by experience contains information on those who have registered for the task and who have signed the agreement. The data is processed in the coordination of duties within HUS, regionally, nationally and internationally, and for the payment of remuneration and expense compensation. Other similar purposes that are not incompatible with the above.

## **6 LEGAL BASIS FOR PROCESSING PERSONAL DATA**

The data subject has given his or her consent to the processing of his or her personal data for one or more specific purposes; Processing is necessary for the performance of a contract to which the data subject is a party or for the performance of pre-contractual measures at the request of the data subject; Processing is necessary to comply with the legal obligations of the controller; Processing is necessary to protect the interests of the data subject. (EC General Data Protection Regulation 2016/679 Article 6 1. a)

## **7 INFORMATION CONTENT OF THE REGISTER**

Name, age.

Address, phone number, email address.

Mother tongue and other language skills.

Patient/family member (hospital area, profit unit).

Personal patient/family background and grounds for applying for training.

Previous customer panel, expert by experience or peer support training or other similar training related to the matter.

Interest in experience activities and related coaching.

Personal identity code. Account information.

Any permits and consents.

Any other information collected with the customer's consent.

For persons under 18 years old: the guardians name, personal identity code, address, phone number, email address.

For training to be provided, see separate report: HUS training privacy statement (other than HUS personnel).

## **8 REGULAR SOURCES OF DATA**

Data is collected from the data subjects themselves.

## **9 PERSONAL DATA RECIPIENT GROUPS**

Tax authorities.

## **10 REGULAR DISCLOSURES OF DATA**

The tax authorities are sent information on the remuneration paid.

## **11 DATA RETENTION PERIOD**

The data will be stored for three years after the end of the experience activities.

## **12 TRANSFER OF DATA OUTSIDE EUR OR EEA AREA**

No transfers.

## **13 PRINCIPLES UNDERLYING THE PROTECTION OF THE REGISTER**

Access to register management is granted on the basis of work tasks to those who need them.

The information of a file that is processed with IT is stored in a secure workspace for confidential information. A user name and password are required to access the secure workspace. A usage log is being written for workspace usage. HUS IT Management supervises the use of secure workspaces.

Information in paper format is stored in locked spaces with access control in a locked cabinet.

## **14 RIGHTS OF THE DATA SUBJECT**

The data subject has the following rights:

- Right of access to personal data (Article 15)  
The data subject may submit a written request for information on their own data
- Right to rectification (Article 16)  
The data subject may submit a written request for rectification

- Right to erasure (Article 17)  
The data subject may request the erasure of unnecessary or incorrect information for the purpose of the register
- Right to restriction of processing (Article 18)  
The data subject may make a free-form claim, which is always processed on a case-by-case basis
- Right to object (Article 21)  
The data subject may make a free-form claim, which is always processed on a case-by-case basis
- Right to data portability (Article 20)  
The data subject may make a free-form claim, which is always processed on a case-by-case basis

Applications or claims for such rights shall be submitted to the Central Registry.

## 15 RIGHT TO LODGE A COMPLAINT WITH A SUPERVISORY AUTHORITY

Every data subject has the right to lodge a complaint with a supervisory authority, particularly in the Member State of his or her habitual residence, place of work or place of the alleged infringement, if the data subject considers that his or her data is unlawfully processed.

Supervisory authority information:

### **Office of the Data Protection Ombudsman**

<https://tietosuoja.fi/en/frontpage>

Visiting address: Lintulahdenkuja 4, 00530 Helsinki

Mail address: P.O. Box 800, FI-00531 Helsinki, Finland

Email: tietosuoja(at)om.fi Switchboard: 029 566 6700

Registry: 029,566 6768